

Town Meeting Coordinating Committee  
Draft Minutes of the Audio Subcommittee, September, 1, 2010  
Town Hall, 1<sup>st</sup> Floor Meeting Room

Attendance: Kris Pacunas (IT Dept.), Sandra Burgess (Town Clerk), Jim Lescault (ACTV), Harrison Gregg (Moderator), Adrienne Terrizzi (TMCC).

Absent: Harry Brooks (TMCC), Aaron Hayden (SB Liaison), Brian Eccelstone (Amherst Regional Middle School)

1. Call to order by Adrienne at 1:05pm.
2. Sound Quality at Town Meeting in the Amherst Middle School Auditorium

This meeting was called among interested individuals to explore methods of improving sound quality during town meeting sessions. In an attempt to isolate the problems and provide solutions within budgetary considerations, we discussed issues of the school auditorium's PA system, mixing board, sound volume and equalization, feedback, microphones and their placements, causes of auditory signal interference and the range of hearing levels and auditory abilities of town meeting members. ACTV stated that it arrives before each session to regularize the sound board and to check the functioning of all its equipment; Brian Eccelstone is often on-hand to help trouble-shoot and recalibrate the mixing board, which gets extensive daily use by students.

Changes for improved sound quality deemed achievable by Fall town meeting included the following: the Moderator will ask town meeting members to have cell phones and electronic devices on vibrate mode; those seated at the front tables will be asked to place theirs in pockets to minimize vibratory interactions with their voice-activated microphones. Nearby laptops do not contribute to interference. The Moderator will adjust the position of his cell phone, the town meeting clock at his side will be moved to another position, and Kris will purchase an additional clock for his use that does not interfere with the auditory signal. On the question of staff and others with difficulty hearing speakers, due to where they sit or to hearing loss, Jim will ask Kris (who left at 1:30) where the assistive hearing devices purchased for the Town Room when it was rewired are, and the possibility of purchasing, by ACTV or the Town, additional devices for use during town meeting sessions.

ACTV also offered to produce a short video to play before town meeting to help inform members, boards, staff and others in attendance of our roles in affecting better sound quality in the auditorium.

Adjourned at 2pm.  
Respectfully submitted,  
Adrienne Terrizzi